

# College & Career Ready Assessment (CCRA)

## Frequently Asked Questions

**Spring 2015 will be the first year Alaska will implement the new high school graduation requirements as defined by HB 278 and the Governor's Educational Opportunity Act. It requires all grade 11 students to take a College- or Career-Readiness Assessment to earn a high school diploma in Alaska.**

**All districts must offer WorkKeys and either ACT In-School testing or SAT School Day testing. Districts may offer both college-readiness assessments. The SAT or ACT National Saturday test may also be offered by schools; vendors have designated which National Test dates are eligible for EED payment.**

### **CCRA General Questions**

**If a school offers all three College & Career Readiness Assessments (WorkKeys, SAT and ACT), can a student take all three at EED's expense?**

No. EED will only reimburse districts for one of the College & Career Readiness Assessments (CCRAs) per student and only for students who take the test on state-paid testing dates. The test dates for the 2014-2015 school year are as follows:

- WorkKeys Internet Testing: November 10, 2014 – February 13, 2015
- WorkKeys Paper/Pencil Testing: March 4 or April 1, 2015
- ACT In-School Day: March 3 or March 31, 2015
- ACT National Test Day: Saturday, February 7, 2015
- SAT School Day: February 25 or April 29, 2015
- SAT National Test Day: Saturday, January 24, 2015

**Can school districts require students to take the WorkKeys in addition to ACT/SAT?**

Yes, however, EED does not require WorkKeys in addition to a college readiness assessment. EED is working on a process for invoicing districts that would like to provide WorkKeys to students in addition to ACT/SAT. The state would invoice the school district for the WorkKeys assessment.

**How do I prepare my school to administer both the ACT In-School and SAT School Day testing?**

All high schools must apply for a *High School Code* from the Educational Testing Center (ETS). This includes all high school correspondence schools and youth facilities. These codes will link students with the school, so student score reports are sent to their home schools. Once approved by ETS, all schools will receive a Level 1 or Level 2 code. A Level 1 designation allows schools to provide only in-school day testing. A Level 2 code allows schools to administer tests on school days or national administration days (a Level 2 Code shows the school has been established as a National Test Center).

**How do I prepare my school to become a National Test Center to administer the Saturday testing?**

### **ACT National Day Testing**

If your school is planning to administer the ACT on Saturday, February 7, 2015, and your school has not previously been approved as an ACT National Test Center, you **must** submit a Request for Test Center

Establishment Form to ACT for approval by October 15, 2014. The following link will take you to the national ACT Test Center application: <http://www.act.org/aap/k12/testcenter.html>

*This process is not necessary if you are only administering the ACT In-School Day assessments March 3 and March 31.*

### **SAT National Day Testing**

If your school is planning to administer the SAT on Saturday, January 24, 2015, and your school has not previously been approved as an SAT National Test Center, you **must** follow this link to complete the College Board Test Center Application:

<http://professionals.collegeboard.com/testing/sat-reasoning/coordinate/center>

*This process is not necessary if you are only administering the SAT School Day assessments on February 25 or April 29.*

### **Can students opt to take the ACT or SAT at a National Test Center (on a Saturday) and use that to replace the in-school testing that will be paid by EED?**

Yes. There is one designated National Testing Day for each assessment paid by EED. Students must register using a voucher (ACT) or paper registration (SAT).

### **Will school districts be able to access the information as to which districts are offering all College and Career Ready Assessments?**

Yes. When EED has the list of what each school is offering, we will provide access to this information to all District Test Coordinators to facilitate cooperative agreements for in-school testing. We will also provide information about which National Test Center sites are giving the assessment on the designated National Testing days that EED will pay for.

### **Are ACT and SAT National Test Centers obligated to test anyone who registers and shows up to take either the SAT or ACT on a national test day?**

Yes. Students are able to choose the test location of a National Test Center when they register. Upon completion of the registration process, a student will be guaranteed a seat at that site. EED is also advising the National Test Centers that they may have more students on the SAT National Test day, Saturday, January 24, and the ACT Saturday, February 7, National Test day, than they previously have had in the past.

### **Is the SAT or ACT offered electronically?**

No. The SAT and ACT are paper/pencil assessments. The WorkKeys Internet version (WKIV) is an online assessment. There is also a paper/pencil format for WorkKeys.

### **Are any additional resources available for in-school testing to help offset expenses related to bringing in substitutes to help test, monitor, or oversee testing?**

No. The school district will be responsible for covering all costs associated with the in-school CCRA except for the actual test cost. EED will cover the full cost of one assessment per student of either the SAT School Day, ACT In-School or WorkKeys.

### **Will schools be obligated to prepare seating arrangements for in-school testing?**

Yes. All three college and career readiness assessments have test administration requirements regarding seating arrangements. Charts can be found in the separate test administration manuals.

**Can a student who is not a junior take the ACT In-School or SAT School Day test? Even if the student pays?**

No. EED will only pay for juniors to test on those days or seniors who were not able to test as juniors. EED does not currently have a mechanism for school districts or students to pay for their own in-school testing.

**If a junior does not take a CCRA, can the student take one of the assessments during their senior year to meet graduation requirements?**

Yes. A student who missed the opportunity in grade 11 has the opportunity to take one of the EED-paid assessments during the senior year. Students also can take one of the assessments outside of the set dates at their own expense. This must be done in grade 11 or 12.

**If a student takes the SAT or ACT independently of the school district's set CCRA established test dates, can this assessment count towards the graduation requirement?**

Yes. When students register to take the ACT or SAT independently of a school district's set CCRA established test dates, they need to have their scores sent to their school district. The school district must have evidence of these scores and it is the responsibility of the student to make sure the test scores are sent to the school district.

**What is a "valid score"?**

For SAT: In 2014-15, if students answer 11 or more questions, the student will receive three scores. If ten or fewer questions are answered, the student will receive no score. Regardless of what section(s) the student answers 11 questions in (whether all in one section or spread out), the student would receive three scores. The lowest score is 200.

For ACT: At least 1 question must be answered; the minimum score is 1.

For WorkKeys: If a student does not receive a minimum score of 3 on any of the three assessments (Locating Information, Reading for Information and Applied Math) the score is recorded as a zero. A zero is considered a valid score. If there is no recorded score, the student did not meet the "valid" score requirement.

**How do school districts know whether students who are 12<sup>th</sup> graders but do not have enough credits to graduate in 2015 have met the CCRA requirements to graduate?**

Students who took at least one of the three WorkKeys assessments in the 2013-14 school year meet the current CCRA requirement by meeting the previous participation requirement (which was taking at least one of the three WorkKeys assessments). If a student did not complete a WorkKeys assessment in the 2013-2014 school year, they must now take a CCRA to graduate. The new CCRA regulations are now in effect for all 2014-2015 juniors.

**How do school districts account for students who change schools mid-year or alternative schools with high transiency rates?**

Grade 11 students who change schools during mid- year are still required to take a CCRA to receive a diploma. If a student misses the opportunity due to transiency then they can take a CCRA in grade 12. If

a student registers in one school and is at a different school on test day, school districts can use overage test supplies to test this student.

**What is the process for a school district to receive a waiver for students who are unable to meet the CCRA requirement for graduation?**

The waiver process for students unable to meet the CCRA graduation requirement is currently out for public comment. The regulations detail specific requirements that must be met in order to apply for a waiver, such as specific medical conditions, rare or unusual circumstances, entering the public school system late, etc. If a student meets the specific requirements listed in regulation, the school district submits to the governing body, on a form prescribed by the Department of Education & Early Development, a complete waiver request. To review the draft regulations regarding the CCRA waiver process, visit <http://education.alaska.gov/regs/> after September 29, 2014.

**What is the CCRA requirement for students with significant cognitive disabilities?**

The IEP team for a student with a significant cognitive disability will determine whether the student will take the CCRA assessment based on the transition plan in the student's IEP.

**If a student with special needs does not take these tests for any reason, will the student be eligible to receive an Alaska high school diploma?**

No, the student is not eligible to receive a high school diploma. However, the student is eligible to receive a Certificate of Achievement (COA) if they have met all other school district requirements for high school graduation.

**If a student meets all state and local requirements for graduation but does not take a CCRA they are awarded a Certification of Achievement (COA). After exiting school, can he/she take a CCRA, provide it to the district, and have a diploma awarded?**

No, there is no provision in regulation for what we used to call "returning adults" for the HSGQE. The regulations (and statute) state only that students must take the assessment in their last 2 years of high school. Therefore, students cannot come back to "trade in" their Certificate of Achievement (COA) for a diploma. That was a specific allowance only for students who received a COA between 2004-2014 when they did not pass the High School Graduation Qualifying Examination.

In future years, students who are on a path to graduate early (December) should not have a problem because they should have taken a CCRA in their junior year.

**Should foreign exchange students participate in one of the three CCRA's?**

Yes, a foreign exchange student is enrolled in a school district, the school district receives funding for this student, and therefore the student should be provided all the services (including testing) that are provided to all students.